



REAL ESTATE COMMITTEE AGENDA
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

- CALL TO ORDER
- ANNOUNCEMENT RE: COMPLIANCE WITH OPEN MEETING LAW

MINUTES:

PRESENT: COUNCILWOMAN MONCRIEF and COUNCILMAN WOLFSON

Also Present: DEPUTY CITY MANAGER BETSY FRETWELL, REAL ESTATE AND ASSET MANAGEMENT DIVISION MANAGER DAVID ROARK, DEPUTY CITY ATTORNEY TOM GREEN, CITY CLERK BARBARA JO (RONI) RONEMUS, AND DEPUTY CITY CLERK ANGELA CROLLI

ANNOUNCEMENT MADE – Meeting noticed and posted at the following locations:

City Clerk's Bulletin Board, City Hall Plaza, 2nd Floor Skybridge

Court Clerk's Office Bulletin Board, City Hall Plaza

Las Vegas Library, 833 Las Vegas Boulevard North

Clark County Government Center, 500 S. Grand Central Parkway

Grant Sawyer Building, 555 E. Washington Avenue

(3:02)

1-1

AGENDA SUMMARY PAGE**REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004**

DEPARTMENT: BUSINESS DEVELOPMENT**DIRECTOR: SCOTT D. ADAMS**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Right-of-Way Grant for Ingress & Egress Purposes, between the City of Las Vegas and Stella Lake Partners, LLC, for an easement located on the north side of Mt. Mariah Drive, approximately 270 feet east of Stella Lake Street, APN 139-21-313-009 - Ward 5 (Weekly)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:**☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

The site development plan for the office building being developed by Stella Lake Partners, LLC ("Developer") requires driveway access at the southeastern corner of the project site. To accommodate this driveway, the Developer has requested an Ingress & Egress Easement to allow for a turning radius which would encompass 86 square feet of the City-owned property immediately east and adjacent to the project site. This Right-of-Way Grant will grant the easement to the Developer for \$1.00 and in consideration of the Developer's planned office building.

RECOMMENDATION:

Staff recommends approval.

BACKUP DOCUMENTATION:

1. Right-of-way Grant for Ingress & Egress Purposes
2. Legal Description
3. Exhibit "B" Map of Easement
4. Letter from Augie Tortora, Harwood & Associates, dated July 19, 2004

COMMITTEE RECOMMENDATION:

COUNCILMAN WOLFSON recommended Item 1 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 1 – Discussion and possible action regarding a Right-of-Way Grant for Ingress & Egress Purposes, between the City of Las Vegas and Stella Lake Partners, LLC, for an easement located on the north side of Mt. Mariah Drive, approximately 270 feet east of Stella Lake Street

MINUTES – Continued:

DAVID ROARK, Real Estate and Asset Manager, stated that this easement is being granted to the developer who is constructing the FBI building in the Enterprise Park. It consists of approximately a 20 by 20 section of land. He recommended approval.

DEPUTY CITY ATTORNEY TOM GREEN indicated the words “Exhibit A” need to be stamped on the first page of the legal description.

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:03 – 3:04)

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AGENDA SUMMARY PAGE
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Lease Agreement renewal between the City of Las Vegas and I Have a Dream Foundation, a Nevada non-profit corporation, for approximately 300 square feet of office space located at 320 South 9th Street - Ward 5 (Weekly)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:** Public Works/Real Estate☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

The City purchased the former First Baptist Church at 9th and Bridger Streets with Community Development Block Grant funds acquiring the main building and an additional structure formerly used as a parsonage. The parsonage is a 3 room structure which presently houses Jude 22 for operation of the Senior Nutrition Center, providing emergency food services for senior citizens. I Have a Dream Foundation occupies one room of the structure for use with educational mentoring and tutoring of qualifying low to moderate income children.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

Lease Agreement

COMMITTEE RECOMMENDATION:

COUNCILMAN WOLFSON recommended Item 2 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, explained that this is a lease renewal for the I Have a Dream Foundation, a non-profit organization located in the Pastor's House at the Downtown Community Center, which was purchased years ago by the City. The lease will be renewed until the church building is remodeled. The organization will move into the community center at the completion of construction.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 2 - Discussion and possible action regarding a Lease Agreement renewal between the City of Las Vegas and I Have a Dream Foundation, a Nevada non-profit corporation, for approximately 300 square feet of office space located at 320 South 9th Street

MINUTES – Continued:

MR. ROARK recommended approval.

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:04 – 3:05)

1-43

AGENDA SUMMARY PAGE**REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004**

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Lease Agreement renewal between the City of Las Vegas and Jude 22, a Nevada non-profit corporation, for approximately 1200 square feet of office space and the use of a 400 square foot trailer for storage purposes located at 320 South 9th Street - Ward 5 (Weekly)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:** Public Works/Real Estate☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

The City purchased the former First Baptist Church at 9th and Bridger Streets with Community Development Block Grant funds acquiring the main building and an additional structure formerly used as a parsonage. The parsonage is a 3 room structure which presently houses Jude 22 in 2 of the rooms for operation of the Senior Nutrition Center, providing emergency food services for senior citizens. Jude 22 occupies the main room (transformed into a warehouse area), the front area for receiving and processing clients, and storage closets along with a 10x40 modular building to store food items.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

1. Lease Agreement
2. First Amendment to Lease Agreement

COUNCILMAN WOLFSON recommended Item 3 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 3 -Discussion and possible action regarding a Lease Agreement renewal between the City of Las Vegas and Jude 22, a Nevada non-profit corporation, for approximately 1200 square feet of office space and the use of a 400 square foot trailer for storage purposes located at 320 South 9th Street

MINUTES – Continued:

DAVID ROARK, Real Estate and Asset Manager, stated that Jude 22, a non-profit organization, is also housed in the former First Baptist Church, which is owned by the City. The lease will be renewed until the construction of the new community center is completed. He recommended approval.

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:05 – 3:06)

AGENDA SUMMARY PAGE
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a First Amendment to Lease between Credit Union Plaza and the City of Las Vegas for lease of approximately 2,541 square feet of office space located at 3100 West Sahara Avenue, Suite 116, for use by the City's Senior Citizens Law Project (\$4,608/month - Leisure Services/State of Nevada Division of Aging Services) - Ward 1 (Moncrief)

Fiscal Impact☐**No Impact****Amount: \$4,608**☒**Budget Funds Available****Dept./Division: Public Works/Real Estate**☐**Augmentation Required****Funding Source: Leisure Serv/NV Aging Serv****PURPOSE/BACKGROUND:**

The Senior Law Project along with their State counterpart, the Division of Aging Services, has been housed at the Credit Union Plaza since August 2001. The current lease agreement will expire August 30, 2004. Coldwell Banker Commercial, Property Management for the Credit Union Plaza, has agreed to renew the Lease Agreement on a month-to-month basis (\$4,548 per month with an additional \$60 monthly signage fee). Costs are to be shared by the City and the State of Nevada.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

1. First Amendment to Lease
2. Disclosure of Principals
3. Site Map

COUNCILMAN WOLFSON recommended Item 4 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 4 - Discussion and possible action regarding a First Amendment to Lease between Credit Union Plaza and the City of Las Vegas for lease of approximately 2,541 square feet of office space located at 3100 West Sahara Avenue, Suite 116, for use by the City's Senior Citizens Law Project (\$4,608/month - Leisure Services/State of Nevada Division of Aging Services)

MINUTES – Continued:

DAVID ROARK, Real Estate and Asset Manager, stated that the current lease for the Senior Citizens Law Project located at 3100 West Sahara Avenue is expiring. The organization was to move into the Downtown Community Center after construction; however, that construction has not been completed. He asked that the First Amendment to the existing lease be approved on a month-to-month basis at the rental of \$4,548, a three percent increase over what they are currently paying. This amount will remain until they move into the facility at the Community Center.

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:06 – 3:07)

1-109

AGENDA SUMMARY PAGE**REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004**

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Memorandum of Understanding (MOU) between the City of Las Vegas (City) and the Clark County School District (District) regarding use of approximately five acres of land located east of the Kay Carl Elementary School site located at 5625 Corbett Street - Ward 6 (Mack)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:** Public Works/Real Estate☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

On 11/5/2003, Council approved staff entering into negotiations with the Clark County School District to allow the City to build a park on the vacant land remaining after the construction of Kay Carl Elementary School. This MOU sets forth the conditions whereby the District will grant the City use of approximately five acres of land, located east of the school site, to develop various improvements such as irrigation and seeding, ball field improvements, and landscaping.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

Memorandum of Understanding

COUNCILMAN WOLFSON recommended Item 5 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, indicated that five acres of vacant land remained after Kay Carl Elementary School was built. Usually, the City builds parks on these remnant parcels. He asked that the City be allowed to enter into a Memorandum of Understanding with the Clark County School District to allow the City to build a park adjacent to the school site. He recommended approval.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 5 -Discussion and possible action regarding a Memorandum of Understanding (MOU) between the City of Las Vegas (City) and the Clark County School District (District) regarding use of approximately five acres of land located east of the Kay Carl Elementary School site located at 5625 Corbett Street

MINUTES – Continued:

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:07 – 3:08)

1-43

AGENDA SUMMARY PAGE
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

DEPARTMENT: PUBLIC WORKS

DIRECTOR: RICHARD D. GOECKE

☐

CONSENT

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DISCUSSION

SUBJECT:

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Memorandum of Understanding with Lone Mountain Little League, a non-profit organization, for the installation of two electronic remote controlled scoreboards on existing fields at Mountain Ridge Park located at 7151 Oso Blanca Road - Ward 6 (Mack)

Fiscal Impact

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No Impact

Amount:

☐

Budget Funds Available

Dept./Division: Public Works/Real Estate

☐

Augmentation Required

Funding Source:

PURPOSE/BACKGROUND:

Lone Mountain Little League (LMLL) requested permission to install two additional electronic remote controlled scoreboards at Mountain Ridge Park. LMLL is the little league association that has the programming rights for the fields at the park through the Department of Leisure Services. The Amendment puts in writing which additional fields the scoreboards will be installed at LMLL's cost and expense.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

1. Amendment to MOU
2. Disclosure of Principals
3. Site Map

COUNCILMAN WOLFSON recommended Item 6 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, explained that the Memorandum of Understanding will allow the Lone Mountain Little League to install two electronic remote controlled scoreboards on existing fields at Mountain Ridge Park. He recommended approval.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 6 – Discussion and possible action regarding a Memorandum of Understanding with Lone Mountain Little League, a non-profit organization, for the installation of two electronic remote controlled scoreboards on existing fields at Mountain Ridge Park located at 7151 Oso Blanca Road

MINUTES – Continued:

No one appeared in opposition;

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:08 – 3:09)

1-174

AGENDA SUMMARY PAGE**REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004**

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding entering into negotiations with The Salvation Army for a Purchase Agreement for approximately 3.165 acres of land in the vicinity of Owens Avenue and Main Street for The Salvation Army and HAND Development Company for co-development of an affordable family housing community - Ward 5 (Weekly)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:** Public Works/Real Estate☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

City of Las Vegas (CLV) is in receipt of a letter from The Salvation Army dated 6/7/04. They have requested to enter into a Purchase Agreement with CLV for approximately 3.165 acres of land on which to develop an affordable family housing community consisting of 68 apartment units, a 2,000 sq. ft. recreation building and small play area.

RECOMMENDATION:

Staff recommends approval to enter into negotiations with The Salvation Army to bring the Purchase Agreement back to Council for consideration

BACKUP DOCUMENTATION:

1. 6/7/04 Letter from The Salvation Army
2. Site Map

COUNCILMAN WOLFSON recommended Item 7 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, asked that his office be allowed to negotiate with the Salvation Army to purchase property in the vicinity of Owens Avenue and Main Street, which is referred to as the MASH Property. He recommended approval.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 7 – Discussion and possible action regarding entering into negotiations with The Salvation Army for a Purchase Agreement for approximately 3.165 acres of land in the vicinity of Owens Avenue and Main Street for The Salvation Army and HAND Development Company for co-development of an affordable family housing community

MINUTES – Continued:

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:09 – 3:10)

1-196

AGENDA SUMMARY PAGE
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

DEPARTMENT: PUBLIC WORKS**DIRECTOR: RICHARD D. GOECKE**☐**CONSENT**☒**DISCUSSION****SUBJECT:**

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding entering into negotiations with The Shade Tree, Inc., for the purchase of approximately one acre of City land in the vicinity of Owens Avenue and Main Street for an off-site expansion - Ward 5 (Weekly)

Fiscal Impact☒**No Impact****Amount:**☐**Budget Funds Available****Dept./Division:** Public Works/Real Estate☐**Augmentation Required****Funding Source:****PURPOSE/BACKGROUND:**

The City of Las Vegas is in receipt of a letter from The Shade Tree, Inc., dated 8/10/04. They have requested to enter into a Purchase and Sale Agreement with CLV for approximately one acre of land for an off-site expansion. The land requested is adjacent to the west parking lot wall of their existing property.

RECOMMENDATION:

Staff recommends approval to enter into negotiations with The Shade Tree, Inc., to bring the Purchase and Sale Agreement back to Council for consideration.

BACKUP DOCUMENTATION:

1. 8/10/2004 Letter from The Shade Tree
2. Site Map

COUNCILMAN WOLFSON recommended Item 8 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, requested that his office be allowed to negotiate with The Shade Tree to purchase one acre in the vicinity of Owens Avenue, referred to as the MASH property. He recommended approval.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 8 – Discussion and possible action regarding entering into negotiations with The Shade Tree, Inc., for the purchase of approximately one acre of City land in the vicinity of Owens Avenue and Main Street for an off-site expansion

MINUTES – Continued:

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:10)

1-219

AGENDA SUMMARY PAGE
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

DEPARTMENT: PUBLIC WORKS

DIRECTOR: RICHARD D. GOECKE

☐

CONSENT

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DISCUSSION

SUBJECT:

REPORT FROM REAL ESTATE COMMITTEE - Councilwoman Moncrief and Councilman Wolfson

Discussion and possible action regarding a Sign Location Lease between City Parkway IV A Inc. and Viacom Outdoor Inc. for rental of space for a billboard sign located in the vicinity of Bonanza Road and Main Street, APN 139-27-401-031 (\$2,000 monthly revenue - City Parkway IV-A/Miscellaneous Rentals) - Ward 5 (Weekly)

Fiscal Impact

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No Impact

Amount:

☐

Budget Funds Available

Dept./Division: Public Works/Real Estate

☐

Augmentation Required

Funding Source:

PURPOSE/BACKGROUND:

In conjunction with the acquisition of this parcel from Union Pacific, Viacom has a yearly lease for an existing billboard on site. This new lease is for five years with a five-year option and the yearly rental income will increase by \$6,000 with a Consumer Price Index (CPI) increase each year.

RECOMMENDATION:

Staff recommends approval

BACKUP DOCUMENTATION:

1. Sign Location Lease
2. Site Map

COUNCILMAN WOLFSON recommended Item 9 be forwarded to the Full Council with a "DO PASS" recommendation. COUNCILWOMAN MONCRIEF concurred.

MINUTES:

COUNCILWOMAN MONCRIEF declared the Public Hearing open.

DAVID ROARK, Real Estate and Asset Manager, explained that the land was acquired by the City and was transferred to City Parkway IV. He asked that staff be allowed to amend the contract with Viacom for an existing billboard on the site. The contract is being extended for five years with a monthly rental increase of \$500. He recommended approval.

REAL ESTATE COMMITTEE MEETING OF AUGUST 31, 2004

Public Works

Item 9 – Discussion and possible action regarding a Sign Location Lease between City Parkway IV A Inc. and Viacom Outdoor Inc. for rental of space for a billboard sign located in the vicinity of Bonanza Road and Main Street, APN 139-27-401-031 (\$2,000 monthly revenue - City Parkway IV-A/Miscellaneous Rentals)

MINUTES – Continued:

No one appeared in opposition.

COUNCILWOMAN MONCRIEF declared the Public Hearing closed.

(3:10 – 3:12)

1-240

REAL ESTATE COMMITTEE AGENDA
REAL ESTATE COMMITTEE MEETING OF: AUGUST 31, 2004

CITIZENS PARTICIPATION: PUBLIC COMMENT DURING THIS PORTION OF THE AGENDA MUST BE LIMITED TO MATTERS WITHIN THE JURISDICTION OF THE COMMITTEE. NO SUBJECT MAY BE ACTED UPON BY THE COMMITTEE UNLESS THAT SUBJECT IS ON THE AGENDA AND IS SCHEDULED FOR ACTION. IF YOU WISH TO BE HEARD, GIVE YOUR NAME FOR THE RECORD. THE AMOUNT OF DISCUSSION ON ANY SINGLE SUBJECT, AS WELL AS THE AMOUNT OF TIME ANY SINGLE SPEAKER IS ALLOWED, MAY BE LIMITED.

MINUTES:

BRIDGET CLARY, The Shade Tree, asked what the next step would be once Item 8 is approved by the City Council. DAVID ROARK, Real Estate and Asset Manager, replied that it will go through a purchase sale agreement. Once that is approved by his office, the City Attorney's office and The Shade Tree, it will come back before the City Council for consideration. His office will contact The Shade Tree to discuss options. MR. ROARK added that this should happen within the next month.

(3:12 – 3:15)

1-276

THE MEETING ADJOURNED AT 3:15 P.M.

Respectfully submitted: _____
ANGELA CROLLI, DEPUTY CITY CLERK
August 31, 2004